

STATE OF CALIFORNIA

ARNOLD SCHWARZENEGGER
Governor

Department of Alcoholic Beverage Control
Department of Corporations
Department of Financial Institutions
California Highway Patrol
California Housing Finance Agency
Department of Housing & Community Development
Department of Managed Health Care



DALE E. BONNER
Secretary

Department of Motor Vehicles
Office of the Patient Advocate
Department of Real Estate
Office of Military & Aerospace Support
Office of Real Estate Appraisers
Office of Traffic Safety
Department of Transportation

BUSINESS, TRANSPORTATION AND HOUSING AGENCY

April 29, 2009

Dear State Employee:

I am writing regarding recent developments relating to a novel strain of the swine flu you have read about that has been discovered in California and many other parts of the world. I want to share with you some of the steps that California is taking in response to these developments and urge actions you can take to help reduce the spread of the virus and its health impacts. So far, this novel virus has been identified in three counties and a limited number of persons, but we expect the numbers to grow.

To ensure that we are prepared, the Governor has issued an Emergency Proclamation that will support and facilitate our state health departments' response to this outbreak. The Joint Emergency Operations Center of the Department of Public Health, in collaboration with the California Emergency Management Agency, has also been activated to closely monitor the situation and work with our federal and local partners to respond. Finally, the state has increased monitoring statewide for patients with flu-like illness, expanded public health laboratory testing of potential flu specimens, and enhanced veterinary activities for various levels of animal disease surveillance.

All Californians need to practice the very best personal hygiene habits to prevent the spread of this disease. This is especially important for state employees, many of whom work in contact with the public, travel as part of their jobs, and care for individuals in a wide range of institutional settings.

To limit the spread of swine flu, I urge you:

- Avoid touching your eyes, nose or mouth. Germs spread this way.
- If you get sick with flu-like symptoms, please stay home from work and limit contact with others to keep from infecting them.
- Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
- Wash your hands often with soap and water, especially after you cough or sneeze. Alcohol-based hand cleaners are also effective.
- Try to avoid close contact with sick people.

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I recognize that many of you may work in circumstances where you may be exposed to individuals who become sick. Your department and the California Department of Public Health will be issuing further guidelines about working in proximity to individuals who may be infected with this strain of swine flu.

This outbreak is a reason for concern but not for panic. I will inform you of additional activities or actions as necessary.

For the most current information about swine flu, please visit the Department of Public Health Website at www.cdph.ca.gov.

Thank you for your continued service to the people of California.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dale E. Bonner', with a long horizontal flourish extending to the right.

DALE E. BONNER
Secretary